

<h1 style="text-align: center;">横須賀基地空席広報</h1> <h2 style="text-align: center;">VACANCY ANNOUNCEMENT</h2> <p style="text-align: center;">*Recruitment may be closed before the final closing date.</p>		広報番号： Announcement No.	SRFJPMC-009-07
		募集締切日： Closing Date	25 Jan 07 1 st cut off: 14 Dec 06 2 nd cut off: 4 Jan 07
		発行日： Date of Issue	24 Nov 06
1.職種名 Job title (等級 Grade <u>8</u> / 語学等級 LAD <u>3</u>) Supervisory Quality Control Representative (General), #333 【監督品質管理代行者(一般)】 受諾可能な下位等級 Acceptable Trainee Level: 1-7 <input checked="" type="checkbox"/> 事務系 <input type="checkbox"/> 技能系 <input type="checkbox"/> 保安系 <input type="checkbox"/> 医療系 Administrative Blue Collar Trade Security Medical		募集人数 No. of Recruitment 1 名	4.募集範囲 Area of Consideration <input checked="" type="checkbox"/> 現 MLC/IHA 従業員 (部隊内) Current MLC/IHA Employee within Activity <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current MLC/IHA Employee Japan Wide <input checked="" type="checkbox"/> 外部 Off Base Applicant
2.部隊 Activity US NAV SRF & JPMC Yokosuka JA (SRFJPMC) Quality Assurance Office (C130) QA Engineering, Analysis and Training Division (C136) 勤務場所 Working Place: 横須賀市 泊町 Tomari-cho, Yokosuka		5.雇用の種類 Type of Employment <input checked="" type="checkbox"/> MLC <input type="checkbox"/> IHA <input type="checkbox"/> HPT <input checked="" type="checkbox"/> 常用 Permanent <input type="checkbox"/> 限定 Limited Term (<u> </u> ヵ月 Months)	
3.勤務時間 Work Schedule (週 <u>40</u> 時間制 hrww) 勤務日 Work Days: 月曜日から金曜日 Monday - Friday 勤務時間・休憩 Work Hours/Recess Period: 0800 – 1645 / 1200 - 1245 <input type="checkbox"/> 夜勤 Night Shift <input checked="" type="checkbox"/> 残業 Overtime <input checked="" type="checkbox"/> 出張 Business			
6.職務内容 Duties Advises the Quality Assurance Director/Superintendent on the development of detailed plans and internal procedures of quality assurance program for the NAVSHIPPREPFAC primarily concerned with material identification, internal and production work, audits, surveillances, inspection systems, investigation of existing problems for effectiveness and recommendation for improvement. Develops, implements, and maintains quality control procedures within the parameter of the NAVSHIPPREPFAC Quality Assurance Program and JFMM. Reviews and edits audit/surveillance plans, attributes and Quality Assurance Audit Surveillance Program to perform in-house and contractor audit to determine NAVSHIPPREPFAC's compliance with JFMM. Based on the tabulated quality data with audit surveillance finding, recommends an improved method or changed procedures for repetitive or significance discrepant conditions using JFMM or other technical directives. Initiates quality notification (CAR/QA-14) to assure prompt identification and correction of significant and/or recurring discrepancies resulting in audit finding, surveillance inspection. Researches and develops new Local Instruction to meet to local situations involving the requirements to resolve the problems discussed with shop, codes and contractors personnel. Provides an indoctrination and QA training program for training section. Advises each QA qualification training instructor, as required to develop an overall training program or specific requirements to be incorporated into training material. Performs other related duties as assigned.			
7.資格要件／身体条件 Qualification/Physical Requirements a. One year of specialized technical or administrative work experience equivalent at 1-7 level in the related work. b. Knowledge of the SRF Quality Assurance Program, Joint Fleet Maintenance Manual (JMFF) and processes/procedures of various ship repair work. c. Knowledge of methods and techniques of conducting QA audit and surveillance. d. Ability to analyze various QA data and develop improvement plan/recommendation. e. Ability to research and develop new local instruction to meet local situations involving the requirements to resolve the problems. f. Ability to supervise subordinates. g. Ability to speak, read, and write English at advanced proficiency level (LAD-3). *An applicant who does not fully meet the qualification requirements stated above may be considered at a lower grade level as below. 1-7: a. One year of specialized technical or administrative work experience equivalent at 1-6 level in the related work. If applicant does not have such specialized experience, possession of doctorate degree in accredited graduate school in a related field may qualify him/her at 1-7 level. *A handicapped applicant may be accepted, depending on the degree and kind of disability.			
英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input checked="" type="checkbox"/> 上級 Advanced <input type="checkbox"/> 特段の能力 Exceptional			
学歴 Educational Background : N/A		免許証／修了証 License/Certificate Required : N/A	

8.提出するもの Application and Associated Documents		職務状況 Working Condition
* <input checked="" type="checkbox"/> 空席応募用紙 Application for Vacancy Announcement * <input checked="" type="checkbox"/> 専門職務経歴書 Resume of Specialized Work Experience *の記入は Complete * in <input type="checkbox"/> 日本語で Japanese <input checked="" type="checkbox"/> 英語で English <input type="checkbox"/> どちらでも Either <input type="checkbox"/> 運転免許証の写し Copy of Driver's License <input type="checkbox"/> 修了証／証明書の写し Copy of Certificate <input checked="" type="checkbox"/> 英語の能力を証明するものの写し Certificate of English Proficiency (Copy) <input checked="" type="checkbox"/> 80 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm) 12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and a 80 yen stamp (MPS is unacceptable.) <input checked="" type="checkbox"/> 日本国籍以外の方は、外国人登録証及びパスポート/査証のコピー For non-Japanese citizen applicant, copy of Alien Registration and Passport/Visa Copy		
9. 応募書類提出先 Office to Submit 内部（現 MLC/IHA 従業員）と外部（非従業員）では、提出先が違います。上記必要提出物をお間違えの無い様、郵送/提出して下さい。募集締切日必着。（HRO 日本人雇用課ゲート事務所カウンター下の応募用紙提出箱へは午前 0600 時より、深夜 0100 時まで提出可能です。） Office to submit is different for Current MLC/IHA Employees versus Off Base Applicants. Please ensure to submit required application documents to the right office. Applications must be received by the closing date of the Vacancy Announcement. (Application Drop Box under the HRO Gate Office counter is accessible from 0600 to 0100 at night.): （注意）上記項目 4 番の“募集範囲”が現 MLC/IHA 従業員の場合、外部（非従業員）からの応募書類は無効となりますのでご注意下さい。 When item #4, “Area or Consideration” above shows “Current MLC/IHA employees” only, Off Base applicants will be rated ineligible. 1. 内部（現 MLC/IHA 従業員）提出先 Current MLC/IHA Employees must submit to: 〒238-0001 神奈川県横須賀市泊町 1 番地, Box 22 〒238-0001 1 banchi Tomari-cho, Yokosuka, Box 22 米海軍横須賀基地日本人雇用課 (N132) COMNAVFJORJAPAN, Human Resources Office (HRO) Yokosuka 内線/Extension 243-8152 JN Employment Division (N132) 2. 外部（非従業員）提出先 Off Base Applicants must submit to: 〒238-0011 神奈川県横須賀市米が浜通 1-6 村瀬ビル 4 階 〒238-0011 Murase-Bldg. 4F, 1-6 Yonegahama-dori, Yokosuka (独)駐留軍等労働者労務管理機構横須賀支部 (LMO/IAA) Yokosuka Branch of LMO/IAA 管理第一係 Management Section 電話番号 Phone 046-828-6959 受付時間：月曜—金曜、0830-1730（日本の祭日を除く） Operating Hours: Mon-Fri, 0830-1730 (Closed on Japanese Holidays) *雇用条件等のご質問はこちらにお問い合わせ下さい。 Please contact LMO/IAA for questions on conditions of employment.		
10. 事務処理欄 For Official Use		
募集部隊担当者 Activity POC: Ms. Satomi/Ms. Imaizumi		軍電 (DSN) 243-4553/243-4554
PD No.: SRFJPMC-136-003	PD is accurate and current. Certified by Activity: kk	HRO: ah 11/21 ms 11/21

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be considered.
 提出された応募書類はお返ししません Submitted applications will not be returned.